

Athletic Handbook 2023.docx

HANOVER-HORTON SCHOOLS

ATHLETIC HANDBOOK



Revised May 2023

HANOVER-HORTON HIGH SCHOOL STUDENT-ATHLETE HANDBOOK

THE HANOVER-HORTON PUBLIC SCHOOLS OFFER A COMPREHENSIVE ATHLETIC PROGRAM DESIGNED TO ENHANCE THE EDUCATION OF THE STUDENTS. THIS HANDBOOK WAS WRITTEN IN ORDER TO INSURE A PROGRAM BENEFICIAL TO AS MANY PEOPLE AS POSSIBLE.

THE HANDBOOK HAS BEEN REVISED MANY TIMES, AND WILL CONTINUE TO CHANGE AS TIMES AND NEEDS CHANGE. NO CHANGE MAY TAKE PLACE UNLESS EXPRESSLY ACCEPTED BY THE HANOVER-HORTON BOARD OF EDUCATION.

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Mission Statement

The mission of Hanover-Horton athletics is to instill a sense of pride, integrity, sacrifice, self-discipline, and work ethic for every student- athlete. Additionally, every student-athlete that competes on a Hanover-Horton team will learn the true meaning of “team” and serve as a role model for their peers as well as for future student-athletes striving for excellence.

Philosophy of Athletics

The athletic program of the Hanover-Horton Schools is an integral part of the total school program. It is organized and functions solely for the purpose of imparting those experiences, skills, attitudes, and ideals, which a sound athletic program can uniquely provide. A broad-based athletic program is the only feasible way to accomplish these goals of contributing to the total educational growth of the students.

The athletic program encompasses both immediate and long-range goals. Its immediate goal is to meet the physical and recreational needs of the students in terms of coordination, skills, endurance, and general physical fitness. Its long-range goal must be concerned with the development of those mental, emotional, and social concepts, which are necessary for a happy, active life.

The broad-based program has been developed to meet the previous mentioned goals. It must, of necessity, be a natural outgrowth of the health and physical education program operated within the regular school curriculum. It offers opportunities for both intramural and interscholastic athletics. The goal is to provide the opportunity to participate in some form of athletic activity at the particular level of ability of the student.

In summary, the Hanover-Horton School District feels that participation in athletics is a wholesome, worthwhile educational experience for those students willing to participate and contribute. The joy of winning fairly and the frustration of losing provide enduring lessons that all should learn. The emphasis must be placed on both winning and losing with "class" and respect for both teammates and opponents.

Structure of the Hanover-Horton Athletic Program

The athletic program at Hanover-Horton shall be structured according to the following plan:

Elementary Programs (K-6):

Students in these programs shall participate in programs with emphasis in participation and developing skills. Occasionally, students may participate in scrimmage games and/or tournaments within these programs. Currently elementary programs may be offered in any given sport at any given time. These programs rely on volunteer coaches and are not funded by the school district.

Middle School Programs (6 in specific sports, 7-8):

Middle school interscholastic programs require physical examinations and eligibility. If large numbers of students are interested, teams may have to be cut to manageable levels. Emphasis is on developing all individuals and the team concept. Winning is an important aspect of the program and all athletes are coached to play to win within the rules. All middle school coaches are to concentrate on teaching fundamentals, developing discipline, and promoting the importance of dedication in athletics. Head varsity coaches shall be responsible for the middle school program in their sport. These programs operate under the supervision of the athletic department.

Freshman Programs

When a large number of athletes demonstrate an interest in a particular program, it may be necessary to provide a freshman team in that sport. The emphasis is to be on teaching fundamentals and developing all individuals. Discipline and dedication also are strong points of emphasis in all freshman programs. Coaches must stress the importance of winning, but more importantly, improvement is to be stressed. Head varsity coaches shall be

responsible for the freshman program in their sport. These programs operate under the supervision of the athletic department.

Junior Varsity Programs

Junior varsity teams are to further develop the team concept. Coaches are to emphasize fundamentals and the importance of those skills, which provide the foundation for a solid program. Most players should play in all games. It is important to develop all individuals in practice and game situations. Head varsity coaches shall be responsible for the junior varsity program in their sport. These programs operate under the supervision of the athletic department.

Varsity Programs

The athletes for high school programs shall be selected by the coaches involved, with the varsity coach having input as to the selection process of teams prior to the varsity. The varsity teams shall consist of the best athletes in that sport and are to be selected by the head coach. Playing time is at the discretion of the coach. Should the coaches feel that it is best for all to move players from one team to another; the coaches will first talk to the Athletic Director, the players, and the player's parents. If a freshman is selected for a varsity team, the coach will consult with that player's parents. These programs operate under the supervision of the athletic department.

Contents of the Athletic Program

The athletic program at the Hanover-Horton Schools is composed of the following sports and activities:

Middle School Level: Grades 7-8

- * Football
- * Basketball (Boys and Girls)
- * Cross Country (Boys and Girls) (6th)
- * Track (Boys and Girls) (6th)
- * Volleyball
- * Wrestling (6th)
- * Cheerleading (Fall/Winter) (6th)

Freshman Level: *Not Currently Funded* * Volleyball

- * Basketball (Boys and Girls)

Junior Varsity Level * Football

- * Baseball
- * Bowling (Boys and Girls)
- * Golf (Boys and Girls)
- * Basketball (Boys and Girls)
- * Volleyball
- * Cross Country (Boys and Girls)
- * Softball
- * Wrestling
- * Soccer (Boys and Girls)
- * Track (Boys and Girls)

Varsity Level * Football

- * Baseball
- * Bowling (Boys and Girls)
- * Golf (Boys and Girls)
- * Basketball (Boys and Girls)
- * Volleyball
- * Cross Country (Boys and Girls)
- * Softball
- * Competitive Cheerleading
- * Track (Boys and Girls)
- * Soccer (girls)
- * Wrestling
- * Hockey (Jackson United Co-op)
- * Gymnastics (co-op with Parma Western)

NCAA Division I and Division II Clearinghouse Eligibility:

If you want to practice and play your freshman year at a NCAA Division I or Division II institution, you must satisfy the requirements of NCAA Bylaws 14.3, commonly known as Proposition 48. NOTE: Effective August 1, 1994, your eligibility for practice and competition in your freshman year will be certified by an initial eligibility clearinghouse. For further NCAA information, please contact the athletic director.

Code of Conduct for Student-Athletes

Participation on a HHHS athletic team is a privilege which should elicit great pride in both the student-athlete and his/her family. It is also an acceptance of responsibility which requires an extra commitment from those who wear our school colors and represent their teammates, coaches, school and community. Standards of behavior are necessarily high and a willingness to meet these standards is a condition for being a member of one of our teams.

Our coaches are responsible for providing leadership, encouragement and direction to assist the student-athlete with meeting his/her personal commitment to their team. They are also responsible for providing the student-athlete the opportunity to compete in an athletic environment that fosters sportsmanship and fair play. Coaches will strive to enhance the academic pursuit of the student-athlete through athletic participation. The following guidelines serve as benchmarks for all involved with athletics.

To the Athlete:

Being a member of a HHHS athletic team is a fulfillment of an early ambition for many students. The attainment of this goal carries with it certain traditions and responsibilities that must be maintained. A great athletic tradition is not built overnight; it takes the hard work of many people over many years. As a member of an interscholastic squad of HHHS, you have inherited a wonderful tradition, which you are challenged to uphold. Like anything of value, it comes with a price tag. That price tag is a commitment from you to follow established rules. By participating in athletics to the greatest extent of your ability, you are contributing to the reputation of your school. We base our success on two separate venues: 1) the process, (what you can learn through athletics that can be used throughout life) and 2) the product of the win/loss records of our teams. We field teams to compete, and our goal is to achieve and to compete at our best possible level, in every contest. It is our deepest goal that there is always a balance between these two areas.

Our tradition has been to win with honor and to develop young people of character that our community has pride in, on and off the field. We desire to win, but only with honor to our athletes, our schools and our community. Such a tradition is worthy of the best efforts of all concerned.

Because your mental and physical well-being is essential to your success, both as a student and as an athlete, we want you to reach your full potential. This can only be fully realized if you remain substance free. The “Life of an Athlete” program is designed to create awareness about the effects of substance use on performance level. We need your help and cooperation in achieving a totally substance-free athletic program. We are committed to providing such an atmosphere for our student-athletes. Therefore, we are asking you to become an active part of the solution, not to become part of the problem. Your active participation in remaining substance-free throughout your athletic career at HHHS is required. The benefit will be in the experience you will have. Again, you as a student-athlete must understand that this “Life of an Athlete” program is not designed to be a punishment, but a deterrent to your becoming involved in the risky and dangerous behaviors that are associated with the use and abuse of drugs, alcohol and tobacco. It is also to insure that you have the best possible opportunity to succeed in your sport and to learn the valuable lessons that athletics can teach. Proper preparation prevents poor performance and that starts with you being 100% healthy—physically, mentally, emotionally, and socially.

It will not be easy to contribute to such a great athletic tradition. When you wear the colors of red and white, we assume that you not only understand our traditions, but also are willing to assume the responsibilities that go with them. However, the contributions you make should be a satisfying accomplishment to you and your family and our community. Whether right or wrong, society holds athletes in esteem and your behavior at all times is under scrutiny.

Athletic participation at Hanover-Horton is a privilege. When a student chooses to participate in athletics, the student has voluntarily elected a course of self-discipline that is part of team membership. The school can revoke or restrict the privilege of participation if the student-athlete fails to live up to the expectations and standards as outlined below.

General Expectations

- A. Know and adhere to this Athletic Code of Conduct.
- B. Observe completely all policies regarding conduct.
- C. Accept favorable and unfavorable decisions, in victory as well as in defeat, with equal grace and class.
- D. Demonstrate respect for players, opponents and officials, before, during and after all athletic events, whether practice or competition.
- E. Exceed all attendance and academic requirements of the school as evidence of loyalty to the school and the team.
- F. Counsel with the Athletic Director over questions of eligibility.
- G. Practice and play fairly, giving complete effort in all circumstances and credit to teammates in victory and to opponents in defeat.
- H. No athlete can practice or participate in a sport until an athletic training rules contract is signed by the athlete and parent, and is on file.

Conduct

- A. Profanity.
 - 1. Athletes will refrain from use of profanity in games and practices
 - 2. Athletes will refrain from disparaging dialogue with referees, teammates, coaches, opponents, and spectators.
- B. Violence/Threats. Athletes will not participate in physical violence or threats thereof

during any games or practice, under any circumstances.

C. Property Damage. Property damage caused by an athlete, whether at Hanover-Horton, during road trips, or at any other time while participating as an athlete or traveling to and from athletic contests, will result in discipline ranging from verbal or written warning, up to and including suspension or dismissal and restitution to the property owner by the player and/or the player's parents.

Responsibility

You are also expected to share in the responsibility for such an opportunity that is provided, that shall include:

Responsibilities to Yourself: The most important of these responsibilities is to broaden and develop strength of character. You owe it to yourself to derive the greatest benefit from your high school experiences; to live a healthy lifestyle and to respect your health both physically and mentally at all times.

Responsibility to your Academic Studies: Your academic studies, and your participation in other extracurricular activities as well as sports, prepare you for your life as an adult. Athletics, while very important to many young people, is only a small part of life. Realize also how few athletes make it to the collegiate level and beyond. Academics are the pinnacle of any athletic experience. Take great pride and effort in your academic careers so that you can be the best athlete during competition.

Athlete Responsibilities to Your School: Another responsibility you assume as a squad member is to your school. HHHS cannot maintain its position as having outstanding schools unless you do your best in the activity in which you engage. Take pride in your school and who you represent as Comets!

Athlete Responsibility to your Community: The community and school tax monies make this athletic experience possible. For that reason, we must remember that we hold a clear and paramount responsibility to our community. You assume a leadership role when you are on the athletic squad. The student body and citizens of the community know you. You are very visible with the spotlight on you. The student body, the community and other communities judge our schools by your conduct and attitude, both on and off the field. Because of this leadership role, you can and should contribute significantly to school spirit and community pride. Our desire is that our student-athletes are a class act, not for the fact that we win, rather that we are known as a program of character and excellence. Make HHHS proud of you and your community proud of your school by your consistent demonstration of these ideals.

Responsibility to Others: As a squad member you also bear a heavy responsibility to your home. If you never give your parents anything to be ashamed of, you will have measured up to that ideal. When you know in your heart that you have lived up to all of the training rules, that you have practiced to the best of your ability everyday and that you have played the game "all out", you can keep your self-respect and your family can be justly proud of you, win or lose.

Responsibility to Younger Athletes: The younger students in Hanover-Horton Athletics are watching you. They know who you are and what you do. The older upper-class athletes are role models for the young athletes that will come after you. Make them proud! Be an example! They will copy you in many ways. Do not do anything to let them down. Set good examples for them NOW!

To the Parent:

This material is presented to you because your son or daughter has indicated a desire to participate in interscholastic athletics and you have expressed your willingness to permit him/her to compete. We believe that participation in sports provides a wealth of opportunities and experiences which assist students in personal development. **It should be recognized that involvement in interscholastic athletics is a privilege.**

A student who elects to participate in athletics is voluntarily making a choice of self-discipline and commitment. These are the reasons we place conditions on involvement, as the health and safety and welfare of athletes must be our first priority. Good training habits and lifestyle are necessary for us to insure this experience. **Failure to comply with the rules of training and conduct means exclusion from the squad.** This concept of self-discipline and commitment is tempered by our responsibility to recognize the rights of the individual within the objectives of the team and the interscholastic program. There is no place in high school athletics for students who will not discipline their minds and bodies for rigorous competition.

Parent support for the entire team is vital for the social well-being of a team. Encourage teamwork and support for teammates and coaches. Negativity towards other players on a team fosters distractions and dissension amongst a team. Show encouragement to all players at games and competitions. Treat all players, coaches, opponents, and officials with respect.

It is the role of the department of athletics to establish and maintain rules that govern the spirit of training and competition for the school district. These are the clear and consistent boundaries that insure the success of our young people. These rules need a broad basis of community support, which is achieved only through communication to the parent, the coaches, the student-athletes and fans. It is our hope to accomplish this objective through this athletic publication for students and parents.

Parents will:

1. Encourage good sportsmanship by demonstrating positive support for all players, coaches, and officials at every game.
2. Place the emotional and physical well-being of the participants ahead of personal desires to win.
3. Provide support for coaches and officials working with the participants to provide a positive, enjoyable experience for all.
4. Promote tobacco, alcohol, drug, and violence free sports environment for the participants and agree to assist by refraining from their use at all events.
5. Refrain from comments and actions that are intended to intimidate, bait, anger, or embarrass others.
6. Maintain a position as a spectator and refrain from "coaching from the stands."
7. Support the participants in the appropriately designated areas for spectators.
8. Remember that the game is for the students and not for the adults.
9. Make youth sports fun for the participants.
10. Expect that your child treat other players, coaches, fans, and officials with respect regardless of race, sex, creed, or ability.
11. Keep all comments from the stands positive, including those directed towards individuals other than your own child.
12. Promise to help your child enjoy the extra-curricular experience within your personal constraints by being a respectful fan and positive role model.

To the Coaches:

Coaches will:

1. Build a personal and team philosophy based upon the values expressed in the Hanover-Horton philosophy and mission statement.

2. Strive to enlarge their technical knowledge and develop wisdom and competency in all areas of the profession.
3. Enhance and protect the physical and mental well being of their student-athletes.
4. Teach student-athletes to respect self, teammates, opponents and officials.
5. Develop, communicate, and model policies for athletes' conduct and language in the locker room, at practice, during travel, during competition, and at other appropriate times.
6. Strive to instill in players a desire to know and live by the spirit of the rules of the school, team, and sports.
7. Help create an atmosphere of friendly competition wherein sportsmanship and honor transcend victory or defeat.
8. Cooperate with administrators, faculty and other coaches in maintaining and improving the educational quality of our school.
9. Encourage the highest standards of academic achievement among our student-athletes.
10. Support and practice the highest standards of conduct with regard to character and integrity on and off the playing field.
11. Support the health standards and behavioral standards set forth in this code.
12. Support multi-sport athletes and their goals and ambitions in other sports.

Application of the Code

The Code of Conduct will apply to each student-athlete for their entire athletic career (including summer) from the date of his/her first signature and will be in effect at all times, in all locations, including non-school activities. Violation of the Code will result in penalties, which are consistent with those identified within the code as determined by the coach and/or Director of Athletics. **Each coach also has the prerogative to establish and implement additional guidelines specific to his/her particular team.**

All violations of the Code will be **cumulative** beginning with a student's initial participation on a Hanover-Horton Athletic team, including Middle School.

Conditions for Team Membership

Student-athletes are expected to commit themselves to team membership, attendance at school, and at practices/contests for the duration of the season. When this commitment is not fulfilled, the athlete's membership and position on that team, or future athletic teams, shall be reviewed by the coach with the athlete and a recommendation of action will be made by the coach to the Director of Athletics for review.

1. Student-athletes are expected to attend all practices and contests unless excused by the coach. It is the athlete's responsibility to notify the coach, in advance, of any circumstances which would prohibit attendance at practice(s) or contest(s) other than absence from school. Failure to comply may result in disciplinary action ranging from a verbal warning to dismissal from the team dependent upon the nature and/or frequency of the offense.
2. A student who is absent from school any part of the last half of the day will not be eligible for participation in any athletic event or practice session on the day he or she is absent. The Director of Athletics may permit participation when, in his/her judgment, the absence is unavoidable (e.g. doctor excuse, court action) and supporting documentation signed by a parent or guardian is provided. Students are therefore advised to make requests for absence(s) in advance.
3. A coach can establish more specific team rules for practices/game attendance and participation beyond the Athletic Code of Conduct. All team members will be given a written copy of these team rules and the coach will review these rules with all team members. A copy of these rules will also be on file with the athletic department. All team members are expected to comply with and abide by the rules established for their team.
4. A student's absence(s) from practice(s) and/or contest(s) due to mandatory participation in family activities will not jeopardize the student's team membership status. However it is important to note that upon his or her return to the team the position previously held by the student may be held by another team member. It is the

returning student's responsibility to regain his or her position through individual effort and team play as determined by the coach.

5. As a member of an interscholastic team, it is expected that your top athletic priority is to your team during the entire season of play. Participation on non-school related athletic teams in the same sport during the same season of interscholastic participation is not permissible and will become ineligible for a minimum three (3) days of competition and maximum of the remainder of that season in that school year as per MHSAA regulation I, section 12(A).

6. The use, sale and/or possession of any controlled substance(s), alcohol, tobacco products, illegal drugs or drug paraphernalia other than those prescribed by a physician is strictly prohibited.

7. As a member of an athletic team, students should be mindful that they represent their team, school, family and community. Team members are expected to and have an obligation to conduct themselves as good citizens both in and out of school and the community. Students are expected to refrain from exhibiting any behavior(s), which violates the principles of good citizenship. In other words, NEVER do anything which might bring embarrassment or an unfavorable view to yourself, your teammates, coaches, family, school, or community.

8. An athlete who participates in activities resulting in his/her arrest or formal charges being filed in a court of law may face additional penalties under this Code. If the school district has adequate and competent evidence that the student participated in the offense for which he or she is charged, a penalty may be imposed pursuant to this Code prior to completion of the criminal proceeding. **If the school district does not have such evidence and the student is convicted of a crime (misdemeanor or felony), the penalty pursuant to this code will be imposed upon conviction.** In the latter case, depending on the severity of the crime, the athlete may continue to participate in his/her sport until resolution of the matter by the judicial system. The decision will be made by the Director of Athletics as to continued participation.

ATHLETIC CODE VIOLATIONS *(Not intended to be all-inclusive)*

- **HHHS Student Code of Conduct Violations** – Any violation of the HHHS Student Code of Conduct, resulting in an out-of-school suspension, can result in progressive levels of discipline under the Athletic Code of Conduct.
- **Poor Sportsmanship** – Student-athletes, whether participants or spectators, will observe courteous behavior during all sporting events. Booing, whistling, name calling, obscene gestures, fighting or arguing with the referee etc. will not be tolerated.
- **MHSAA Violations** – Student-athletes reported to the MHSAA by game officials for violations (i.e. fighting, game ejections, taunting) will be dealt with by sanctions including, but not limited to, game suspensions.
- **Stealing** – Stealing of any kind, including athletic clothing belonging to HHHS or our opponents will not be tolerated.
- **Vandalism or Property Destruction** – Vandalism or property destruction offenses may result in internal and/or external suspension and appropriate penalties for violation of the Athletic Code.
- **Verbal and/or physical abuse** directed at teachers, coaches, students, opponents, officials, etc. will not be tolerated at any time.
- **Violent Behavior of any manner shall be grounds for immediate dismissal at the recommendation of the Athletic Director or coach.**
- **Criminal activity, which includes the planning, preparing, or actual carrying out a criminal act,**
- **Conduct detrimental or unbecoming to the athletic program or Athletic Department as a whole as determined by the Athletic Director**

- **Violation of Cyber Image Policy**

It is a violation to intentionally or unintentionally harass, torment, oppress, intimidate, or any other act that causes another student mental or physical harm. This policy includes cyberbullying where a student(s) implicate, intimidate, threaten, post pictures or videos without permission, or any other action that is abusive to the athletic or academic environment of others.

- Hazing: Hazing is defined as doing any act of coercing another, including the victim, to do any act of initiation into class, team, or organization that causes or creates a substantial risk of causing mental or physical harm to any person, including coercing another to consume alcohol or a drug of abuse. No person shall recklessly participate in the hazing of another. Permission, consent or assumption of risk by an individual subjected to hazing does not lessen the prohibitions contained in this policy.
- **A violation of the cyber image policy or hazing policy, that occurs within two years from the date the reported violation may result in suspension from 10% of a season up to one full season, based on the athletic directors discretion.**

Any identifiable image, photo, video, or audio recording will be confirmation of a violation of this code if it implicates a student-athlete to have been involved with:

- 1 A violation of the cyber image or substance abuse policy, that occurs within two years from the date the reported violation may result in suspension up to one full season.
- 2 Being present while others are violating the substance abuse policy that occurs within two years from the date of the reported violation (passive offender status);
- 3 Criminal activity, which includes the planning, preparing, or actual carrying out a criminal act,
- 4 All other violations of this code.

- **Violation of the Substance Abuse Policy**

- **Delivery, Possession, or Use of the following:**

- **Drugs, which includes medication not prescribed to the athlete;**
- **Alcohol;**
- **Tobacco products;**
- **Vaping products;**
- **Paraphernalia, which includes items specifically designed for, or items fashioned to assist in the delivery, possession, or use of drugs, alcohol, tobacco, or vaping.**

- **Frequenting Parties where Alcohol, Drug, Tobacco, or Vaping is occurring.**

- **Frequenting means staying at the party after the athlete knew the activity occurring.**
 - **NO VIOLATION IF, the athlete leaves IMMEDIATELY and then reports the circumstance to his/her coach no later than the beginning of the next practice. Athletes should encourage as many teammates as possible to leave with them;**
 - **Determining whether or not an athlete knew of the activity occurring will be judged by the reasonable person standard; specifically, what a reasonable person should have known at the time. Therefore, whether the athlete actually knew is not the test, the athlete has a duty to know what is occurring when attending a party.**
- **Party Ringleaders- An athlete involved in the organization, facilitation, promotion, or hosting of any gathering or social event where alcohol or drugs are available or use has occurred, will advance two levels on the substance abuse penalty chart.**
- **Passive Offender:**

- Athletes at a substance abuse related party who are not actively consuming substances, but knew substances are being consumed (reasonable person standard), and did not leave the party and report the circumstance to their coach no later than the beginning of the next practice;
- Athletes who are in violation of the Cyber Image Policy (1) and (2).
- Passive Offender status can happen only ONCE (therefore, first offense only) in the athletes career.

CORRECTIVE ACTION

● CORRECTIVE ACTION FOR VIOLATION OF TRAINING RULES

- Discipline for violations, **not involving the substance abuse policy**, will be determined at the discretion of the coach, athletic director and/or high school principal.

IN ALL CASES THE DISCIPLINE WILL BE WHAT THE ATHLETIC DIRECTOR BELIEVES TO BE IN THE BEST INTEREST OF THE SCHOOL!

● CORRECTIVE ACTION FOR VIOLATING THE SUBSTANCE ABUSE POLICY

The goal of this policy is to curtail destructive risk taking behavior that can lead to serious injury and even death. Student athletes are encouraged to engage in conversations with parents, coaches, teachers, and administrators about their knowledge or involvement with the substances outlined in the policy.

Because athletics are a positive outlet, every effort will be made to allow an athlete, who violates this policy, to continue to participate. However, bad behavior does not come without consequences and necessitates discipline.

- Communication is the Key
 - Self Reporting
 - If an athlete unfortunately finds him/her self in violation of the substance abuse policy, and the athlete tells a coach, teacher, or administrator *prior to their violation being reported by another party*, the athlete will avoid any disciplinary measures being levied against the athlete.
 - Upon additional occurrences of self-reporting, avoidance of disciplinary measures will occur only if the athlete participates in substance abuse prevention classes and provides proof to the athletic director. Failure to participate in the classes will result in suspension from participation until proof the class has been undertaken.

● Substance Abuse Penalties:

Passive Offender=20% of season

1st time offender=50% of season

2nd time offender=full season

Ringleader=full season

3rd time offender=full season

All penalties listed above can be reduced by 50% with cooperation from the student during investigation and the student enrolls and finishes a substance abuse program. For 2nd and 3rd time offenders, student must meet weekly with school counselor.

- **FIRST OFFENSE: (Expires after two years if there are no additional offenses.)**
 - **Passive Offender:**
 - **Suspension for 20% of the athlete's season.**
 - **Active Offender: Possession of substance**
 - **Suspension from competing in ½ (half) of the season.**
- **SECOND OFFENSE: (Further offenses do not expire once this has been met.)**
 - **Suspension for a Full Season.**
- **THIRD AND SUBSEQUENT OFFENSES**

A third violation of this policy is a strong indication that the athlete is in danger. The Hanover Horton School Board is committed to the well-being of all students and student athletes and will go to great lengths to help those who are willing to accept help. Therefore, mandatory exclusion will not occur unless it is determined that the athlete is such a disruption, that the team is negatively affected by the athlete's continued participation. Should this not be a concern, then the athlete must follow these steps:

1. The athlete will be immediately suspended from participating in athletic competition, but will be allowed to practice. The athlete and the athlete's parent/guardian must meet with the athletic director and agree to attend professional counseling and agree to provide proof of attendance to the athletic director. During the meeting, a discussion of the athlete's challenges and needs will occur.
2. The athletic director will arrange a meeting with the athletic council. The council will discuss the challenges and needs of the athlete and come up with a plan for the athlete.
 - a. Academics will be a priority, and must be included in the plan of action. This includes realistic goals, tutoring, and supervision to ensure follow through is occurring.
 - b. The athletic council may determine that the athlete can no longer participate in competition. If so, the athlete will be allowed to participate in athletics in other ways, provided the athlete does not create problems for the coach or players of a team.
 - c. The athletic council may mandate participation in all seasons. If so, the athlete must serve a minimum mandatory 1/3 suspension from competition in each season.
 - d. Community service will be a mandate. The council will have discretion as to the amount and time necessary for completion.
 - e. The athlete will be designated to a mentor from the athletic council who will meet weekly with the athlete to determine progress toward goals.
3. The athletic director will report monthly to the athlete's parent/guardian of the athlete's progress with the designed program.

If a player quits a sport after cuts, this conduct will be a factor in determining continued participation in that sport or other sports in future years, subject to the discretion of the current coach, future coach and Athletic Director. Releasing a player from the team is not the same as quitting and therefore does not have ensuing consequences. Only the coach determines if a player quit or is released. Consequences for quitting a sport include: ineligible for career athlete and senior athlete nominations and are not able to be active in other athletic-related school activity during the quit season. This would include weight lifting after school, open gyms, four player workouts, etc.

Athletes Competing in Two Sports During the Same Season

If an athlete wishes to compete in two sports during the same season, the following procedure must be followed:

1. Written approval of both coaches involved with a primary and secondary sport specified.
2. The parent(s)/guardian(s) and the athlete must sign a preference sheet as to the sport which the athlete will compete in, should conflicts arise.
3. Athlete must fully complete the dual sport form within the first two (2) weeks of the season to be eligible in both sports; otherwise the athlete is limited to one sport.

Due Process

Prior to the imposition of any penalty under this code of conduct, the coach and/or Athletic Director will notify the athlete of the nature of the infraction and the athlete will be given an opportunity to explain his or her side of the issue.

Appeal Procedure

The general policies in the Athletic Handbook and the specific policies set forth by individual coaches are to be administered fairly by coaches and administrators. If any athlete feels he/she must begin the appeal procedure, it must take place within five (5) scheduled school days of the discipline. The disciplinary action will be in force until such time as the action is reversed or completed throughout the appeal process. Parents and/or guardians are welcome at any or all of the following steps in the appeal process:

1. Conference with the coach involved.
2. Conference with the varsity head coach, the coach involved, and the athletic director.
3. The athlete may appeal the action of the Athletic Director to the Superintendent within five (5) scheduled school days of that action.
4. The athlete may appeal the action of the Superintendent to the Board of Education within five (5) scheduled school days of that action.

Athletic Council

The primary purpose of the council is to build a sound athletic program by instilling unity and harmony throughout all phases of athletics in the school district. The council meets when necessary to discuss all aspects of the entire athletic program, to seek solutions to various problems, and to recommend policies that will govern athletes in the future. Serving on the Council are all of the varsity head coaches, the Athletic Director, High School Principal and the Middle School Principal. The Athletic Director will chair the meetings.

Awards

Awards ceremonies will be held at the conclusion of each sport season. The format will be decided by the Athletic Director. **Athletes must attend in order to receive their awards for that season.** In the event that an athlete is unable to attend, arrangements must be made with the Athletic Director or head coach of that sport prior to the ceremony.

To be eligible for athletic awards:

1. The athlete must have displayed at all times to opponents, officials, coaches, and teammates, the type of sportsmanship and conduct which this school expects and demands. Any insubordination shall be cause for suspension or dismissal from the team.
2. The athlete must have conformed to all training rules established for the sport/team.
3. The athlete must have conformed to practice and game regulations as established for the sport/team.
4. The athlete must have returned all equipment loaned to him/her to the satisfaction of the coach and the Athletic Director prior to receiving any awards.
5. An athlete not completing a season due to quitting or suspension will not receive any medals, plaques, or trophies presented by Hanover-Horton Schools.
6. The season is not considered to be over until the conclusion of the awards banquet. All training rules shall remain in effect.

Participants who qualify shall receive awards as follows:

First year: Freshman - Certificate

Junior Varsity - Certificate

Varsity - 8" Block H

Only **one** 8" letter will be issued to a student-athlete during their career.

Second year varsity awards in a given sport shall be a pin representative of that sport.

Third year awards in a given sport shall be an engraved plaque representative of that sport.

Fourth year awards in a given sport shall be an engraved plaque representative of that sport. The fourth year plaque shall be of a different color, shape or size as determined by the Athletic Director.

All award winners shall receive a certificate identifying the sport in which the award was earned.

The head coach of the sport shall determine the criteria for awards in his/her sport.

MVP, MIP and Coaches awards shall be presented to deserving varsity athletes in each sport. The head coach shall determine the criteria for the awards and the method of selection in his/her sport.

Senior Athlete of the Year awards shall be given to one male and one female each year. The recipient shall be determined by the Athletic Council and will be named at the Senior Honors Night event.

Career Athlete awards shall be given to any athlete who accomplishes the following:

- A. Earns at least 6 varsity letters.
- B. Has never quit a sport.
- C. Earns at least 2 varsity letters in his/her senior year.

No specific individual awards shall be given to non-varsity team participants. To mention individual names at awards ceremonies is discouraged as the team concept is to be emphasized at these levels.

Eligibility

In addition to the procedures and requirements established by the MHSAA, the following administrative rules concerning eligibility shall apply to all athletes: for eligibility purposes, grades of D- (60% - 62%) or E (F) are considered unacceptable and failing, and grades of D (63%-66%) and D+ (67% - 69%) are considered near failing.

1. Transfer students and students entering any grade shall abide solely by the eligibility rules of the MHSAA.
2. MHSAA states that any high school student who does not pass 66% (5 out of 7) of their classes the previous semester must forfeit the following semester. Any middle school student who does not pass 50% of their classes from the previous trimester must forfeit the following trimester.
3. **Semester/quarter GPA Eligibility:** In addition to the MHSAA policy, Hanover-Horton School District states that any student who earns a semester GPA of less than a 1.33 at the conclusion of the previous semester (or quarter if after the 1st or 3rd quarter) shall be declared ineligible for the following marking period (9 weeks, whereupon their marking period grades will be checked and student may regain eligibility if GPA is at 1.333 or above). The Principal and/or Athletic Director will monitor eligibility on a weekly basis of all student-athletes. For middle school students, the GPA will be checked after each trimester.
4. **Weekly Eligibility:** If a student has one unacceptable grade (63% or lower) two weeks in a row or two unacceptable grades in one week, he/she will be immediately ineligible the following week, and until such time as notice is given by the Principal or Athletic Director that the student is eligible. If a student is ineligible in one class only for two weeks or more, and has shown positive progress in that class, and is at least at 58%, they may have eligibility restored as long as the progress of the class continues to improve.
Students who are ineligible to compete in MHSAA sanctioned events are expected to practice with the team during the time of ineligibility. If a student is taking five (5) classes or less, one unacceptable grade will result in that student becoming ineligible and going on academic probation. Summer school or school sanctioned on-line courses may be used to make up credits or to improve GPA.
5. An athlete must be in school the entire day to participate in either a practice or a competition. Exceptions are doctor or dental appointment, a funeral, and/or at the discretion of the principal/athletic director.
6. An athlete may become ineligible for the balance of the school year if he/she is disciplined by suspension from school for any single period greater than five days at the discretion of the Principal and Athletic Director. **Any student who is suspended from school, will be suspended from athletics during that same time.**

7. Students who are permanently removed from any class for disciplinary purposes will be recorded as failing in that class for the remainder of the grading period.

Distribution of Policy

All athletes and at least one parent or guardian will be required to attend a “Life of an Athlete”/Handbook Update meeting once a year. During this meeting they must observe the program and sign the Athletic Code of Conduct form. Failure to attend will result in the athlete’s exclusion from the team. During the tryout period, all participants are subject to all school and athletic policies and conditions under this code.

Transportation

All athletes are to ride to and from all athletic contests using transportation provided by the school, unless otherwise indicated by the coach. Athletes may ride home with their parent(s) or guardian(s) by having their parent(s) or guardian(s) sign, in person, a written release at the game to the coach. This is typically done with a sign-out sheet. Violation of this rule will result in consequences determined by the coach.

Physical Examinations

Valid physicals must be dated after April 15 of the current school year and signed by a licensed physician to be eligible for the following year’s athletic programs. **Physicals must be done annually for athletic participation.** No student in the Hanover-Horton Schools shall be permitted to participate in any practice or game without first having had a complete physical examination. Written proof of that examination, along with insurance information, and parental permission forms must be on file before any activity takes place.



Extra-Curricular Conflict Resolution Process

- All complaints must be heard at the lowest possible level before intervention by a higher authority.
- A 24 hour “cooling off” period must be granted before any complaints are initiated.

Step 1 - Start with the Source

The player will speak directly to the coach. A cooling off period will be granted for all parties before resolution is sought. This meeting should be done in private, away from practice sites and game areas, and should be conducted face-to-face. Students who do not feel comfortable speaking solely to the coach may request a parent to be present, however, the meeting should be conducted by the athlete.

Step 2 - Move to the Program Head

If going directly to the coach from the player does not resolve the problem, then the head of the program should be notified and a player, parent, coach meeting can be established. Player participation in this stage of the process is mandatory. Mature conflict resolution skills are expected.

Step 3 - Athletic Director

If an agreeable solution is not reached then the Athletic Director will conduct a meeting with player, parent, and coach in an attempt to find a resolution.

Step 4 - Contact Principal

If an agreeable solution is still not reached, the principal will conduct a meeting between the parties in an attempt to find a resolution.

Step 5 - Notify the Superintendent

At this point in the process, individuals who still believe their disputes have not been resolved adequately can submit a written narrative of their complaint to the School Superintendent. A copy of this will be given to all concerned parties who will be afforded the option of a written rebuttal. After the Superintendent has reviewed the documents he/she can conduct a meeting in a final attempt to resolve the dispute.

Step 6 - Request School Board Mediation

This final step is appropriate only in extreme circumstances and shall follow the same process laid down for the Superintendent.

Communication Between Coach and Parents

The purpose of the interscholastic athletic program at Hanover-Horton High School and Middle School is to provide an arena in which students can learn and grow in meaningful ways that are not always possible in a classroom setting. Our ultimate success in achieving a positive athletic experience will be measured by our ability to establish lines of communication. Through good communication people feel valued and understood, even if complete agreement is not always reached. We are all concerned about the education of our students. Part of the process of growing up is learning to handle your own difficult situations. **If a conflict or misunderstanding between an athlete and a coach occurs, learning to resolve it is an important educational experience for the athlete.** Parents should react slowly. Children tend to exaggerate at times, leave out parts of the story, or present a skewed version of an incident. Taking responsibility for your part in a conflict is a learned skill. It requires maturity and honest self-reflection. Athletes vent frustration at the dinner table expecting parents to take their side of the issue. Parents, however, realize that they were not present at practice to see how their child behaved, related to the coach, or to evaluate his or her skill and effort. Parents should always seek more information before drawing conclusions. The most productive long-term help a parent can give a child in awkward situations with a coach is to teach and model the skills of conflict resolution. Help your child resolve his or her own differences. When a student successfully deals with difficult interpersonal conflicts, he or she learns and grows. Parents are encouraged to help their athlete learn the valuable lessons that athletics can teach, even the tough lessons that may be difficult for everyone involved.

Communications Parents Can Expect From their Child's Coach or Athletic Director:

Team Itinerary: Parents need to know the location and times of tryouts, practices, games, bus trips, meetings, banquets, team camps, conditioning sessions, etc.

Team Rules: Parents appreciate knowing not only the philosophy of the coach but also any team policies, including consequences that the coach established to supplement the Code of Conduct, rules, and regulations.

Criteria for Earning an Award: Coaches should determine and distribute written criteria to parents and athletes as soon as the squad has been selected if the criterion is something more than simply completing the season as a member of the team.

Injury: Parents can expect to be immediately informed by the coach or trainer when an injury occurs that requires medical attention. Parents may also contact the Athletic Trainer for additional information.

Problem Behavior: Coaches should call parents whenever an athlete exhibits atypical behavior that persists or becomes a distraction to the team.

Discipline: The coach will inform parents of discipline that results in the loss of contest participation or removal from the team. This contact will be done before the contest in question if possible.

Communications Coaches Appreciate from Parents:

Schedule Conflicts: Please contact the coach with schedule conflicts.

Emotional Stressors: Coaches appreciate knowing about any unusual event in the life of an athlete that is causing the young person additional stress.

Volunteers: Coaches need help with many aspects of managing the program (fundraisers, team dinners, awards, banquet, etc.) that they are always glad to hear from parents who have idea and are willing to work for the team.

Forthrightness: Coaches want to try to resolve conflicts before they are taken to the Athletic Director, Principal, or higher authority or before it is discussed “in the stands”.

Appropriate Concerns for Parents to Discuss with Coaches:

1. The treatment of your child.
2. Ways to help your child improve.
3. Concerns about your child’s physical health and welfare, academic progress, or violation of the Code of Conduct.
 - a. **Matters regarding other athletes are to be left to their respective parents**

Areas of Control that Belong to the Coach Alone:

1. Tryout procedures, team placement, team size, and selection criteria.
2. Positions played, lineups, and playing time.
3. Offensive and defensive strategies, play calling, and style of play.
4. Practice plans, drills, and scrimmages.
5. Coaching staff (upon proper approval).

ATHLETIC CODE OF CONDUCT / ACKNOWLEDGEMENT

CONTRACT WITH PARENTS AND ATHLETES
GRADES 7TH THRU 12TH

By signing this acknowledgement form, the athlete and the athlete's parent or guardian agree to abide by the rules and procedures set forth in the Hanover-Horton Schools Athletic Code of Conduct throughout the athlete's career at Hanover-Horton Middle/High School. Prior to team try-outs, a student participant and his/her parent or guardian must sign and return to the athletic director this acknowledgement form.

I wish to try out for and/or participate in school-sponsored interscholastic athletics. I have read the Hanover-Horton Middle/High School Athletic Code of Conduct and agree to follow the standards of conduct and procedures contained therein as a condition of my participation in interscholastic athletics at Hanover-Horton Middle/High School. I understand that if I violate the Athletic Code's standards of conduct that I will be subject to penalty as provided in the Athletic Code of Conduct, including exclusion from the opportunity to participate in interscholastic athletics.

**PRINT NAME _____ GRADE _____ DATE _____
(Student-Athlete)

**SIGNATURE _____
(Student-Athlete)

I agree to permit my son/daughter to try out for and/or participate in school-sponsored interscholastic athletics. I have read the Hanover-Horton Middle/High School Athletic Code of Conduct and agree to support the standards of conduct and procedures contained therein as a condition of my son/daughter's participation in interscholastic athletics at Hanover Middle/High School. I understand that if my son/daughter violates the Athletic Code's standards of conduct that he/she will be subject to penalty as provided in the Athletic Code of Conduct, including exclusion from the opportunity to participate in interscholastic athletics. I also understand that the athletic trainer is the on-staff initial medical professional and recognize that as a result of athletic participation, medical treatment on an emergency basis may be necessary, and further recognize that school personnel may be unable to contact me for my consent for emergency medical care. I do hereby consent in advance to such emergency care, including hospital care, as may be deemed necessary under the then-existing circumstances and to assume the expenses of such care. Injury occurring during athletic activity will be referred immediately to the athletic trainer for treatment and may grant clearance based on the trainer's permission.

**PARENT/GUARDIAN SIGNATURE _____ DATE _____

HANOVER-HORTON SCHOOL DISTRICT WILL NOT ASSUME ANY RESPONSIBILITY OR LIABILITY RELATIVE TO DOCTOR OR HOSPITAL EXPENSE. ATHLETICS IS A VOLUNTARY PROGRAM IN WHICH THE STUDENT PARTICIPATES AT HIS/HER OWN RISK OF INJURY. A PHYSICAL EXAMINATION/CONSENT FORM MUST BE ON FILE PRIOR TO PARTICIPATION IN TRYOUTS, PRACTICE SESSIONS, OR GAMES.

List sports intended on playing for current year:

_____, _____, _____,
_____, _____, _____

HANOVER-HORTON SCHOOLS PARENTAL / STUDENT SPORTSMANSHIP CODE OF CONDUCT

Interscholastic and youth sports programs play an important role in promoting the physical, social and emotional development of children. It is therefore essential for parents, coaches and officials to encourage youth athletes to embrace the values of good sportsmanship. Moreover, adults involved in school-sponsored events should be models of good sportsmanship and should lead by example by demonstrating fairness, respect and self-control. I therefore pledge to be responsible for my words and actions while attending, coaching, officiating or participating in school sponsored events at Hanover-Horton Schools and shall confirm my behavior to the following code of conduct:

1. I will not engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
2. I will not encourage my child, or any other person, to engage in unsportsmanlike conduct with any coach, parent, player, participant, official or any other attendee.
3. I will not engage in any behavior that would endanger the health, safety or well being of any coach, parent, player, participant, official or any other attendee.
4. I will not encourage my child, or any other person, to engage in any behavior that would endanger the health, safety or well being of any coach, parent, player, participant, official or any other attendee.
5. I will not use drugs, tobacco or alcohol while at a school sponsored event and will not attend, coach, officiate or participate in a school-sponsored event while under the influence of drugs or alcohol.
6. I will not permit my child, or encourage any other person, to use drugs, tobacco or alcohol at a school sponsored event; and I will not permit my child, or encourage any other person, to attend, coach, officiate or participate in a school sponsored event while under the influence of drugs or alcohol.
7. I will not engage in the use of profanity while attending a school-sponsored event.
8. I will not encourage my child, or any other person, to engage in the use of profanity while attending a school sponsored event.
9. I will treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
10. I will encourage my child to treat any coach, parent, player, participant, official or any other attendee with respect regardless of race, creed, color, national origin, sex, sexual orientation or ability.
11. I will not engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
12. I will not encourage my child, or any other person, to engage in verbal or physical threats or abuse aimed at any coach, parent, player, participant, official or any other attendee.
13. I will not initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
14. I will not encourage my child, or any other person, to initiate a fight or scuffle with any coach, parent, player, participant, official or any other attendee.
15. **I will honor the twenty-four (24) hour rule, (after a contest, I will wait at least 24 hours until I contact a coach to set up a meeting). Communication with the coach is the first step before the administration is contacted.**
16. **By signing this acknowledgement form, I agree I have read the Hanover-Horton School's Parental/Student Sportsmanship Code of Conduct and agree to support the standards of conduct and procedures contained therein as a condition of my son/daughter's participation in interscholastic athletics at Hanover-Horton Schools.**

****STUDENT NAME DATE _____ Date: _____**

PRINT NAME/SIGNATURE _____
(Student-Athlete) (Student-Athlete)

PRINT NAME/SIGNATURE _____
(Parent/Guardian) (Parent/Guardian)